

### **17.04.070 – Building and Code Enforcement Division Manager**

The Building and Code Enforcement Division Manager and his/her designee shall have the following powers and duties:

1. To receive and review requests for and issue building permits, occupancy permits and sign permits, and to maintain all records thereof.
2. To receive and forward to the Board of Zoning Appeals applications for Variations and Appeals, and to maintain all records thereof.
3. To conduct inspections of buildings, structures and sites to determine compliance with the terms of this Title and other applicable ordinances, and to maintain all records thereof.
4. To enforce the provisions of this Title and to issue notices of violations, and to maintain all records thereof.

(2008-Z-32 : § 6; 1981-Z-6 : § 1 (part))